**Organizations Board of Directors (OBD/Clubs)**

**Associated Students of Foothill College**

**Tuesday, November 4th , 2014**

**1:00pm at Toyon Room, Campus Center, Room 2020**

“THIS MEETING IS OPEN TO THE GENERAL PUBLIC AND ALL FOOTHILL STUDENTS”

**Minutes**

1. **Roll Call and Call to Order/Establishment of Quorum**
	1. Call to order

This meeting was called to order at 1:03 pm with Dexter Lim serving as the Chair, Hans Hambali as the Secretary and Erin Ortiz as the Advisor.

* 1. Roll Call

**Present executive board members:**

Dexter Lim- Vice President of Organizations

Kris Liu- Organizations Finance Director

Queenie Yu- Organizations Program Manager

Hans Hambali – Organization Secretary

Alexandra Qin – Agent

Anastasia Nasyrova-Agent

(Elise)Ming Qin Ooi-Agent

Qing Rong Ye-Agent

Erin Ortiz- Organizations Advisor

Clubs:
Accounting Club

Animal Appreciation Vet Information (AAVI)

Anime Club ½ Absent

Anthropology Club

Business Club

Chinese Student Union

Club de Espanol

Computer Science and Engineering Club

Debate Club

Democratic Club

Energy Champions Absent

Entrepeneurship Club

Foothill Chess Association ½ Absent

Foothill College Medical/Dental Club

Foothill Dental Hygiene Club

Foothill Economics Club

Foothill Indonesian Club

Foothill Media Club

Foothill Sports Club

Fund the Future

Gay Straight Alliance

International Aid Club

International Student Connection

Iranian Club

Japanese Culture Club

Jews Israelis and Friends

Math Club

Muslim Student Association

Phi Beta Lambda Absent

Poker Club ½ Absent

Producer & Artist Club

Respiratory Therapy Club

Social Action for Gender Equality (SAGE)

Science and Engineering Club

Social Entrepeneurship Club

Student Chapter of NAVTA

TED Talks Club

United Nations Club

We Care Club

Asian Pacific Islander Club

Circle K International Club

Psychology Club

Cullinary Club

Makers Project Club Absent

Student Association of Malaysia and Singapore

CM Performance Club

Hongkong Student Union

Unicycle Club Absent

Public Speaking and Leadership Club

Latino Heritage Club Absent

Leaders Union Club Absent

Foothill Futsal Club

Demos Club

Slackline Club

**2. Approval of Minutes**

 All items are Disc. /Act.

 2.1 Approval of Minutes for October 28th , 2014 meeting.

 **Approved by general consent**

**3. Open Forum (3 minutes per announcement)**

 3.1 This is reserved for anyone from the public who wishes to speak on any item not on the agenda. Please limit your announcements to three minutes. Voting members of the Organizations Board are not allowed to speak under this item. Please not that the open forum is NOT for club business and no questions can be asked.

1. **ASFC Reports (3 minutes per item)***All items are info.
Reports are given on ASFC updates.*
	1. Senate Project Report: Senate Board liaison report.
* Erin requests on surveying the fees …(?
	1. College hour: Event on every Wednesday from 12pm-1pm organized/sponsored by ASFC
* Homeless summit, outside of the bookstore in campus center plaza. (Free with Owl card) with on campus counselors.
1. **Organizations Board of Director Executive Report (3 minutes per item)**
*All items are info.
Report given by the Organizations Board of Director Executive or Advisor.*
	1. Club’s advisor lunch and learn: Mini workshop on Wednesday (11/12), 12pm-1pm in the Toyon Room
* Each group needs to invite advisors / secondary advisors. Please obtain e-mails from advisors and give information to Erin.
* **Representative today responsible for inviting advisors**
	1. Activity Petition: Workshop on how to organize an event.
* **How to reactivate and activate clubs.**
* **How to build constitution.**
* **Accounting office will automatically deposit $50 to clubs.**
* **For reactivated clubs, existing constitutions can be ammended.**

(We Care Club,Indonesian Club) move to extend time by ten mintues.

* **Activity petitions required for off-campus activities involving the Foothill name.**
* **Everything over 24 hours requires VP and dean signature.**
* **Must have weekly OBD reports and recap on club agenda.**
* Constitution: Organizations Program Manager will report on the constitution that are not submitted

1. **Petitions (3 minutes per item)***All items are Disc. / Act.*
	1. **Activity Petitions**Please see Erin Ortiz, Student Activities Specialist 1 month prior, she can act as the event coordinator. To hold an event, clubs need to submit activity petitions to OBD one week/ two weeks/ or four weeks in advance before the date of the event depends on the type of event, after obtaining Erin’s, Club Representative’s and Advisor’s signatures.

	Erin’s info: Office located in Student Activities Office, Room 2008.
	Phone: (650) 949- 7060
	E-mail: ortizerin@fhda.edu

(Producer and Artist, Club de Espanol)Move to allow We Care Club to have a hiking trail fixed on the 15h of November 2014, at 9 AM – 12:30 PM at 100 Medical center way, SF.

Motion approved

(Anthropology Club, Cullinary Club)Move to allow Anime Club to have an anime convention (Yume-con) on Saturday January 10th 2015, Saturday at Foothill cafetaria from 9PM to 6PM.

Motion approved

(Foothill Chess Association, Finance Director)Move to allow We Care Club to have an freefrice.com event on November 11th

Motion approved

(Finance direcotr, Program Manager) Move to ammend the change of location for the anime convention event to campus center.

Motion approved

(Finance Director, Science and Engineering Club)Move to allow Chinese Student Union to have their annual party on 21st November in the cafetaria from 7PM to 9PM.

Motion approved

(Cullianry Club,Science and Engineering Club)Move to ammend the change of location of the Chinese Student Union event from foothill campus to the cafetaria.

Motion approved

* 1. **Fund Requests**Clubs are eligible for $50 (One time Seed Money for new club), $200 (Annual Grant for general use), $500 (Special Activities Fund per year for on-campus events, petition attached with minutes that includes the approval of the event and expense list), and $1000 (Organizations Project Fund for any large events that requires 4-weeks in advance notice that goes along with the purpose of the clubs for on-campus events).

(Finance Director,We Care Club) Move to allocate $200 from the annual grant to Demos Club for fall 2014. (Not an official foothill event)

Motion approved

(Finance Director,We Care Club)Move to allocate $200 from the annual grant to Anthropology Club for fall 2014.

Motion approved

(Finance Director, We Care Club)Move to allocate $200 from the annual grant to TED Talks Club for fall 2014

Motion approved

(Finance Director,Program Manager)Move to allocate $500 from the Special Activities Fund to anime club for fall 2014.

Motion approved

(Anthropology Club, We Care Club)Move to allocate $1000 from the Organization Project Fund to the Anime Club for fall 2014.

 Motion approved

1. **Club Reports (2 minutes/report)** *All items are info.*All active clubs may give reports on their official and unofficial club business.

**-Fund the Future will sell donuts to raise funds outside of the bookstore.**

**-Cullinary Club will make homemade big macs this week.**

**-We Care Club has positions available. Contact Jessica.**

**-Demos Club event:Talk to Blair. Flyers spread around campus.**

1. **Open Discussion Forum (2 minutes/topic)***All items are info. /Disc.*
Clubs representative can ask any question about ASFC, Organizations Board of Directors and Clubs.

-Business Club: information on balance,etc.

-Taylor : online accounts all have been created.

-Erin:Club balance is not updated on the website.

* **Finance Reports (10 minutes/item)** *All Items are info. / Disc.*All processing of fund requests are administrated by the Organizations Finance Director and processed and oversees by the Student Accounts Manager. Please contact the Organizations Finance Director for updates on the creation of club’s account, change in name and passing of fund request. Please contact the Student Accounts Manager for club’s latest update on their funding, reimbursement and account balance.

Organizations Finance Director – Kris Liu
E-Mail: Xiaoyingliu0303@gmail.com

Student Accounts Manager – Kamara Tramble
E-Mail: tramblekamara@fhda.edu
Phone: (650) 949-7280
Room: 2005 (Next to Dean of Student Affairs and Activities).

10.  **Announcements/Commendations
 -Chinese student union and business club stay back to talk with Dexter.**

**11. Adjournment
 11.1 This meeting was adjourned at 1:57PM**

Prepared by,

Hans Hambali

Organization Secretary